



# Pinellas County

## Staff Report

---

File #: 22-0326D, Version: 1

---

### **Subject:**

First Amendment to the Community Development Block Grant Program Subaward Specific Performance and Land Use Restriction Agreement with Homeless Emergency Project, Inc., d/b/a Homeless Empowerment Program, for permanent supportive housing rehabilitation.

### **Recommended Action:**

Approval and execution by the County Administrator of the First Amendment to the Community Development Block Grant Program Subaward Specific Performance and Land Use Restriction Agreement (First Amendment) with Homeless Emergency Project, Inc., d/b/a Homeless Empowerment Program (HEP), for permanent supportive housing rehabilitation.

- This First Amendment provides an additional \$23,558.00, for a total Community Development Block Grant (CDBG) investment of \$73,558.00, for costs associated with the rehabilitation of HEP's permanent supportive housing project.
- Total project costs based on competitive bids exceeds original cost estimates for the project due to unanticipated supply cost increases.
- The First Amendment extends the term of Agreement CD21HEP1357 (Agreement) three (3) months to December 31, 2022, to provide additional time for project completion.
- The First Amendment extends the term of the Restricted Period 27 months, restricting the use of the property through January 1, 2030.
- On November 22, 2021, the County provided \$50,000.00 in CDBG funding to HEP for costs associated with replacing existing windows with energy efficient, impact resistant storm windows, including necessary stucco/drywall repairs, at HEP's permanent supportive housing site located at 1357 Park Street, Clearwater, FL 33755, benefitting approximately eight low- and moderate-income homeless individuals and/or families.
- The Agreement is effective from October 1, 2021 to December 31, 2022. Use of the property is restricted to providing permanent supportive housing for homeless individuals and/or families through January 1, 2030.

### **Strategic Plan:**

Ensure Public Health, Safety, and Welfare

2.1 Provide planning, coordination, prevention, and protective services to ensure a safe and secure community

Foster Continual Economic Growth and Vitality

## 4.2 Invest in communities that need the most

### Deliver First Class Services to the Public and Our Customers

#### 5.1 Maximize partner relationships and public outreach

#### **Summary:**

This First Amendment will provide an additional \$23,558.00 in CDBG funding, increasing the total CDBG investment to \$73,558.00; will provide additional time for the completion of the project, by extending the term of the Agreement to December 31, 2022; and will extend the term of the land use restriction period to January 1, 2030.

Proposals for the project came back higher than anticipated due to supply cost increases. Additional funding is necessary to complete the project. The original estimated cost for the project was, \$50,000.00, with funding being provided by the County. The new cost of the project, based on the lowest bid received, is \$73,558.00. The additional funding is to cover the cost difference.

The Agreement requires that performance be completed by September 30, 2022. HEP is unable to complete the project on or before the expiration date. It is necessary to extend the term of the Agreement three (3) months, to December 31, 2022. As a result of the additional CDBG funding and the term extension, it is necessary to extend the term of the Restricted Period 27 months, restricting the use of the property to serving low- and moderate-income homeless individuals and/or families through January 1, 2030.

#### **Background/Explanation:**

On July 13, 2021, the Board executed Resolution 21-47, which approved the 2021-2022 Action Plan. The Homeless Empowerment Program Permanent Supportive Housing Renovations project was approved as a facility rehabilitation activity in the 2021-2022 Action Plan.

On November 22, 2021, the County Administrator executed CDBG Agreement CD21HEP1357, providing CDBG funding for facility improvements at HEP's permanent supportive housing site. The Agreement was effective October 1, 2021 through September 30, 2022, with the land use restriction expiring on October 1, 2027.

#### **Fiscal Impact:**

This amended Agreement provides an additional \$23,558.00 of CDBG funding for the project. The total amount of funding for this Agreement is not to exceed \$73,558.00 during the term of the Agreement. Funding for this Agreement is consistent with the County's Fiscal Year 2022 (FY22) Adopted Budget for CDBG funds.

#### **Delegated Authority:**

Authority for the County Administrator to sign this Agreement is granted under Code Section 2-62(a) (1) and Resolution No. 21-47.

#### **Staff Member Responsible:**

Carol Stricklin, Director, Housing and Community Development

**Partners:**

Homeless Emergency Project, Inc. d/b/a Homeless Empowerment Program  
U.S. Department of Housing and Urban Development

**Attachments:**

First Amendment to Community Development Block Grant Program Subaward Specific Performance Agreement and Land Use Agreement  
Community Development Block Grant Program Subaward Specific Performance and Land Use Agreement, November 22, 2021  
Project Location Map  
Agency Request  
Resolution No. 21-47